

**Paid Internship Description:**

Urban Forester Intern

**Timeframe:**

Part-time: 18-25 hours per week

Seasonal: September 2017-December 2017 (with the potential to continue)

**Rate:** \$14-16 per hour

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**Canopy is an environmental nonprofit that plants and cares for trees where people need them the most in the San Francisco mid-peninsula area. We also endeavor to inspire youth to become stewards of the environment.**

**Position summary:** Under the supervision of the Education Manager and Community Forestry Coordinator, the primary responsibility of the Urban Forester Intern (UFI) is to care for Canopy's young trees in Palo Alto, East Palo Alto, and neighboring communities. The UFI will lead Canopy's high school interns and volunteers in tree care work, which includes pruning, watering, mulching, adjusting stakes, and weeding. The UFI will gain leadership and work experience, make a positive impact in the community and the environment, and work with local youth.

The ideal candidate is self-motivated, flexible, and enthusiastic about working with high school students and volunteers. Some experience with tree care or gardening is preferred, but not required. Training will be provided. This position is well suited for an individual interested in urban forestry, environmental work, or a green career. The UFI will work 18 and 25 hours per week on weekday afternoons and Saturdays. The internship is September through December, and the start and end dates are flexible. The UFI will have the possibility to continue through the spring session (Jan-May) and beyond.

**Duties and Responsibilities:**

- Leading high school interns and groups of volunteers
- Pruning, weeding, mulching, occasional hand-watering, and general tree care
- Managing and repairing irrigation systems
- Visiting sites and assessing tree conditions and needs
- Leading work day demonstrations
- Helping at Canopy events
- Loading and unloading tools in Canopy's van
- Entering data into Canopy's database

**Preferred Qualifications:**

- High school graduate or current college student
- Experience leading groups of volunteers and/or high school students
- Tree care or gardening experience a plus
- Strong organizational and communication skills
- Hard working, flexible and responsible
- Ability to lift 50 pounds repetitively.
- Ability to work in a physically demanding environment with much bending, lifting, and shoveling.
- Comfortable working outside in all weather conditions.
- CA Driver's license and good driving record
- Resident of East Palo Alto, or east Menlo Park a plus

**To apply:** Please send a resume and cover letter to, [natalie@canopy.org](mailto:natalie@canopy.org). To learn more about Canopy visit our website, [www.canopy.org](http://www.canopy.org). Thank you!